

Memorandum

MIAMI-DADE
COUNTY

Date: August 1, 2005

To: Department Directors

From: Donald S. Allen, Director
Employee Relations Department

Subject: Bi-weekly Pay Periods and County Holidays - 2006

The following bi-weekly pay periods and pay days for the year 2006 are to be used for leave accrual purposes and to establish employee leave and pay anniversary dates.

| PP# | Pay Period Begin | Pay Period End | Pay Day | PP# | Pay Period Begin | Pay Period End | Pay Day |
|-----|------------------|----------------|-----------|-----|------------------|----------------|-------------------------|
| *1 | 12/19/2005 | 1/1/2006 | 1/6/2006 | *14 | 6/19/2006 | 7/2/2006 | 7/7/2006 |
| *2 | 1/2/2006 | 1/15/2006 | 1/20/2006 | 15 | 7/3/2006 | 7/16/2006 | 7/21/2006 |
| 3 | 1/16/2006 | 1/29/2006 | 2/3/2006 | 16 | 7/17/2006 | 7/30/2006 | 8/4/2006 |
| 4 | 1/30/2006 | 2/12/2006 | 2/17/2006 | 17 | 7/31/2006 | 8/13/2006 | 8/18/2006 |
| 5 | 2/13/2006 | 2/26/2006 | 3/3/2006 | 18 | 8/14/2006 | 8/27/2006 | 9/1/2006 |
| 6 | 2/27/2006 | 3/12/2006 | 3/17/2006 | 19 | 8/28/2006 | 9/10/2006 | 9/15/2006 |
| 7 | 3/13/2006 | 3/26/2006 | 3/31/2006 | 20 | 9/11/2006 | 9/24/2006 | 9/29/2006 |
| 8 | 3/27/2006 | 4/9/2006 | 4/14/2006 | *21 | 9/25/2006 | 10/8/2006 | 10/13/2006 |
| 9 | 4/10/2006 | 4/23/2006 | 4/28/2006 | 22 | 10/9/2006 | 10/22/2006 | 10/27/2006 |
| 10 | 4/24/2006 | 5/7/2006 | 5/12/2006 | *23 | 10/23/2006 | 11/5/2006 | Thursday 11/9/2006 |
| 11 | 5/8/2006 | 5/21/2006 | 5/26/2006 | *24 | 11/6/2006 | 11/19/2006 | Wednesday 11/22/2006 |
| 12 | 5/22/2006 | 6/4/2006 | 6/9/2006 | 25 | 11/20/2006 | 12/3/2006 | 12/8/2006 |
| 13 | 6/5/2006 | 6/18/2006 | 6/23/2006 | 26 | 12/4/2006 | 12/17/2006 | 12/22/2006 |

*** Revised schedule for PAR pick up due to holiday**

The following are the thirteen (13) County-observed holidays for the year 2006, unless otherwise specified by collective bargaining agreement.

New Year's Day 2006, Monday, January 2, 2006
Martin Luther King's Birthday, Monday, January 16
President's Day, Monday, February 20
Memorial Day, Monday, May 29
Independence Day, Tuesday, July 4
Labor Day, Monday, September 4
Columbus Day, Monday, October 9

Veterans Day, Friday, November 10
Thanksgiving Day, Thursday, November 23
Friday after Thanksgiving, Friday, November 24
Christmas Day, Monday, December 25
Employee's Birthday
Floating Holiday

The Floating Holiday is to be taken at the mutual convenience of the employee and the department. This holiday is not compensable and cannot be accrued or transferred from one fiscal year to the next. Only career employees having more than nine (9) pay periods of County service are eligible to use this holiday. The employee earns this holiday at the beginning of each fiscal year (October 1st).

The Birthday Holiday is also taken at the mutual convenience of the employee and the department and must be taken within six months of occurrence or it is forfeited. Neither the Birthday Holiday nor the Floating Holiday is paid out at termination.

Employees who are out of pay status for any portion of the day before or after a holiday will not be eligible to be paid for, or bank, the holiday.

cc: George M. Burgess, County Manager
Assistant County Managers
Departmental Personnel Representatives
ERD Sr. Staff
Union Presidents